

**MARTIN CITY COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING**
August 16, 2018, LIETZ HALL, MARTIN CITY, MT
Minutes

The meeting was called to order at 7:02 p.m. Present: Board Members Greg Doggett, Jacque Ferbrache, Ed Benton, and Jim Zerbe; General Manager/Chief Operator Shane Pierson, and Clerk Victoria Zerbe.

The Minutes for July 19, 2018 were approved by unanimous consent.

The monthly coliform water test result for August had not been received. For the Operator's Report, Shane Pierson reported that while reading meters on July 21, he discovered more than 180,000 gallons of water has been used from the metered hydrant located by the County shop. Both the Flathead County Road Department and the Martin City Fire Department reported that they did not use the water. The Chief Operator began checking the hydrant meter morning and night. Greg Doggett, the Board President, was sending evening readings to him. No changes were registered to the meter probably due to the County Road Department working in the area. Three more tamper hydrant seals, however, were broken.

On July 24, the Chief Operator noticed a water tank on a trailer pulling out of the park area in Martin City. Finding a wet hydrant and a youngster who verified that the tank had just been filled up at the hydrant, Shane followed the truck for some distance on the East Side Reservoir Road until it got too dusty. He contacted Greg to show him a photo of the truck and reported the water thief to the Sheriff Department.

Shane will put a new tamper-resistant top on the ball park hydrant, replace all hydrant seals, and install 5 more tamper-resistant tops that were ordered after excessive usage was discovered on hydrants. The Board approved the purchase and installation of 4 more tamper-resistant hydrant tops. Of the 15 hydrants in MCCWD, all will be installed with tamper-resistant tops except for Glacier Hills and the metered hydrant by the County maintenance building. The Chief Operator has installed a camera at the metered hydrant site.

Shane also saw a Knife River water truck leave town full of water. He followed the truck to the Hungry Horse bridge construction site. He learned that the truck was being leased for the project, and placed several calls to the company with no reply. The Chief Operator will look for the Project Manager at the site, and attempt to verify their use of the District's water.

During the same week, Shane shut off a portion of the main branch line at 3 a.m. to see if sprinklers operating were on our water system. Since the sprinklers did not stop, four green lawns were eliminated as using unauthorized District connections. He will continue to determine sources of irrigation for green lawns. The new install for John Powell on 7th St. N. was completed on July 31 for Work Order 2018-8. The final bill for the new customer came in over \$600 more than the estimate because the main line was 20' further west than had been anticipated due to road changes since 1984 and the lawn encroaching on the road. The price of materials also had risen. Shane praised Ernie of Libby Landscaping for his careful digging near pipes and pits, his return of the site to near-perfect conditions, and his reasonable pricing. The Chief Operator plans on using his services again in the future.

The two Robinsons' properties excavation to uncover 2 meter pits and to change out 1 new meter was completed in one day. Shane recorded an exact description of the pits' locations on the completed Work Orders #2018-2 and 2018-3, which will be placed in their files.

Six more remotes will be repaired, the curb stop near McCrorie Account #196 will be replaced, and meter change-outs will be targeted this month. Shane will install the extension piece for one of Pyskaty's fence posts that has been ordered as soon as it is delivered. While working on Herzog's repairs last year, Watson Excavation reinstalled the post about 12" too low. The post was in concrete and couldn't be raised so the extension piece is needed. The fence rail for Well #1 will be replaced when the ordered piece can be delivered to the site.

A discussion of the need for an available back-up operator for the District followed. Shane will contact the Coram and Hungry Horse water districts in an attempt to organize an emergency back-up agreement between the Chief Operators.

The Board reviewed the System Reports, and Route 1 and Route 2 totals. Since water loss is consistent in Glacier Hills, the Board President reminded Shane that the air relief valves should be checked again for leaks on Route 2. High water use was noted in the July 2018 Usage and more is expected this month because of no rain. Shane noted that according to Duane Bancroft, the customer plans on filling a pond so additional high usage for that account is anticipated. No adjustments were recorded in July which was unusual. The Rate Code Report and the Usage and Loss Report also reflected high water usage. July 2018 water loss percentage was less than half of the July 2017 percentage in the Comparison Report. The major leak repairs last year contributed to the marked decrease.

The Clerk reviewed the District's financial statements for July 2018. Only one deposit of \$859.67 by Flathead County Finance Department was made in MCCWD's Tax Roll Fund #7273. No interest distributions were recorded for the Capital Investment Fund #7274. Because the County did not record any other distributions or receipts, July's Profit and Loss Comparison depicted a Net Ordinary Income of minus \$1,532.65 for the month. There were no questions on the Clerk's timesheet.

The revised Disbursement Report for August 15, 2018 listed Libby Landscaping's payments of \$1,155.00 for John Powell's install and \$325.00 for the Robinsons' pits and the pumphouse driveway repair. A transfer of \$2,500 from the County Tax Fund #7273 to the MCCWD's checking account for maintenance and operations was also recorded. **A motion to approve the revised August 15 Disbursement Report was made by Greg, seconded by Jacque, and unanimously approved by the Board.**

The Past Due Reports were reviewed and it was noted that Shane had posted three late notices: Kevin Davey, Faith Howard, and Account #189 for Charles Bennett. There was no additional Old Business.

Under New Business, Board President Greg Doggett gave a detailed explanation to the Board of the FY2019 Flathead County Final Budget for Martin City County Water District Fund Numbers 7273 and 7274. He reminded the Directors about the District's 40-year loan that it is being repayed by the water department line item on customers' tax bills that is administered by the County. Greg also explained how a lower mill levy was requested the last two years on the Budget because the mill levy was climbing too quickly. Replacement costs of water tanks,

valves, pumps, and so on were mentioned.

Next the President discussed the Resolution to be approved that included expenditures limited to appropriations, District powers related to water projects, powers related to district finances, establishment of charges for services, and designation of fund repository. **After reading Resolution 2018-1, the Martin City County Water District's Board of Directors approved and adopted the FY2019 Flathead County Final Budget for Funds #7273 and #7274 with 4 Ayes and 1 Absent.** Resolution 2018-1 is attached to these Minutes.

The Board approved the purchase of a socket set and a large pipe wrench for operations. A tapping tool will be purchased for the next water service installation and new customers will be charged for its use instead of the current rental fee that is charged along with the Operator's mileage and time to rent the tool.

The District's next Board Meeting is scheduled for Thursday, September 20, 2018 at 7:00 p.m. As there were no other items to discuss, Jim made a motion at 8:25 p.m. to adjourn, and Ed seconded it; all agreed.

Respectfully submitted,

Victoria Zerbe